

# 2003 SURPLUS LINE TAX CALENDAR

## NOTICE TO ALL SURPLUS LINE BROKERS SUBJECT TO TAXATION PURSUANT TO SECTION 1774 ET. SEQ. OF THE INSURANCE CODE OF THE STATE OF CALIFORNIA

Brokers whose preceding year's tax liability was \$5,000 or more are required to pay the tax on business transacted each month. Use the following schedule to file monthly tax payment vouchers and remit tax due:

Business transacted during the month of:	is due on or before:
JANUARY 2003.....	APRIL 1, 2003
FEBRUARY 2003.....	MAY 1, 2003
MARCH 2003.....	JUNE 1, 2003
APRIL 2003.....	JULY 1, 2003
MAY 2003.....	AUGUST 1, 2003
JUNE 2003.....	SEPTEMBER 1, 2003
JULY 2003.....	OCTOBER 1, 2003
AUGUST 2003.....	NOVEMBER 1, 2003
SEPTEMBER 2003.....	DECEMBER 1, 2003
OCTOBER 2003.....	JANUARY 1, 2004
NOVEMBER 2003.....	FEBRUARY 1, 2004
DECEMBER 2003 payment is included in the 2003 annual tax.....	MARCH 1, 2004

The Surplus Line Broker's Monthly Tax Payment Vouchers **must** be returned to one of the following addresses:

**Monthly Tax Payments paid by CHECK  
should mail the CHECK and the monthly tax  
payment voucher to:**

State of California  
Department of Insurance  
Tax Accounting/EFT Unit  
P.O. Box 1918  
Sacramento, CA 95812-1918

**OR**

**Monthly Tax Payments paid by EFT or have  
a NET amount due of "0" should mail the  
monthly tax payment voucher to:**

State of California  
Department of Insurance  
Tax Accounting/EFT Unit  
300 Capitol Mall Suite 1400  
Sacramento, CA 95814

The tax payment vouchers are available on the California Department of Insurance web-site <http://www.insurance.ca.gov>. Click on the link "Insurers". Under the section "Financial Oversight", click on the link "Tax Forms, Instructions, and Information" to access these vouchers.

## IMPORTANT INFORMATION

- **MANDATORY PARTICIPATION:** Commencing January 1, 1995, entities subject to insurance tax, whose annual tax payments is \$20,000 or more are required to participate in the Electronic Funds Transfer (EFT) program.
- Those required to pay or have voluntarily elected to pay by Electronic Funds Transfer (EFT) must use the EFT method of payment and are still required to submit a monthly payment voucher.
- If paying by check, please include the Surplus Line License Number on the check.

For questions regarding the Electronic Funds Transfer (EFT) Program, contact the California Department of Insurance Tax Accounting/EFT Unit at (916) 492-3288, e-mail: [EFT@insurance.ca.gov](mailto:EFT@insurance.ca.gov), or write to:

State of California  
Department of Insurance  
Tax Accounting /EFT Unit  
300 Capitol Mall, Suite 1400  
Sacramento, CA 95814